
EFFECTIVE

July 1, 2012.

Subject(s)

1. Overissuance discovery date.
2. CDC.
3. IRS data exchanges.
4. Medicare set-aside accounts.
5. Miscellaneous.

**1) Overissuance
Discovery Date****All Programs****BAM 705 and 715**

The overissuance (OI) discovery date has been updated to correspond with the definition in BAM 700. The discovery date is when the over issuance was known to exist and there is evidence available to determine the OI type.

Reason: Policy clarification.

2) CDC**CDC Only****BAM 220****CDC Provider Certificate/Notice of Authorization**

Notify CDC providers in writing when:

- Adding a new authorization for that provider.
- Shortening or lengthening an authorization period for that provider.
- Increasing or decreasing the authorized hours for that provider.
- Closing the CDC EDG.
- Increasing or decreasing the department pay percent for that provider.

BEM 205

If a child's parents/substitute parents live apart but have shared/joint custody of the child, authorize care only for the time periods when the parent/substitute parent has physical custody of the child.

Reason: Policy clarification.

Communication Plan: OTSD PowerPoint.

BEM 502

Acceptable verifications for self-employed child care providers have been clarified.

Reason: Minor policy corrections.

Communication Plan: OTSD PowerPoint.

BEM 703

A parent/substitute parent is not eligible for CDC if his/her need reason is employment as an unlicensed child care provider.

Reason: Program integrity.

Communication Plan: OTSD PowerPoint.

BEM 704

License-Exempt Enrollment Process is completed by CDC Policy.

If a provider's closure reason in Provider Management is CDC not eligible due to failure to disclose criminal background on provider or household member, the local office should contact CDC Policy to request a data-fix. The closure reason will be changed to, Closure Reason Removed, See Policy for Re-enrollment Requirements, which will then allow the local office to complete the re-enrollment.

Reason: Providers cannot be denied for failure to disclose a CDC provider's or household member's charge.

Communication Plan: Update Publication 141, Child Development and Care (CDC) Unlicensed Provider Enrollment Process.

3) IRS Data Exchanges

BAM 803, IRS Data Exchanges

Policy has been updated with Bridges terminology and to notify staff how to process a DHS-4487A (applicants) or DHS-4487 (recipients), Unearned Income Notice.

The field division address and phone number has changed for reporting improper inspection or disclosure of federal tax information by an employee. It is now reported to Chicago at (312) 866-0620 extension 104.

4) Assets

BEM 400, Assets

FAP

Vehicle Verification Requirements

Do not require verification of a vehicle when the client claims to own **only** one vehicle. Verify only if questionable.

Reason: Executive decision, workload reduction.

Communication Plan: What's New

Medicare Set-Aside Accounts

All Programs

Medicare set-aside accounts are for Medicare recipients who also have workers' compensation settlements. They are excluded as both an asset and as income.

Reason: Local office request.

Communication Plan: What's New

MA Only

Estate Recovery

Estate recovery policy has been moved to BAM 120, DCH/DHS Coordination.

5) Miscellaneous

All Programs

BAM 725

Updated automated delinquency notices DHS-1440-A, Notice of Balance Due, and DHS-1440-1, Notice of Default Treasury Referral Notice. Deleted references to forms no longer in use; DHS-1440-B, C, D, F and DHS-1440-2.

BAM 220, 600 and BEM 260

References to the DHS 4675, obsoleted February 1, 2011, have been removed from policy.

MA and FAP**BEM 400 and 401**

The address for submitting trusts and annuities for review has changed. The new address is:

Office of Legal Affairs
Attn: Trusts and Annuities
Grand Tower Suite 715
P.O. Box 30037
Lansing, MI 48909

MA programs**BAM 402**

Healthy Kids dental counties have been updated.

BAM 805**FIP, SDA and MA**

The funeral maximum allowance has been updated for 2012. It is now \$11,775.

BAM 120; 501, 810**BEM 117, 174, 265, 405, 501, 503 and 546**

Policy has been clarified and minor grammatical changes have been made; there are no policy changes.

FIP Only**BEM 518**

Bridges will continue to exclude \$50 for child support; policy has been updated to reflect current Bridges functionality.

**MANUAL
MAINTENANCE
INSTRUCTIONS****Changed Items (content changes) ...**

**BAM 120
BAM 220
BAM 402
BAM 501
BAM 600
BAM 705
BAM 715
BAM 725
BAM 803
BAM 805
BAM 810
BEM 117
BEM 174
BEM 205
BEM 260
BEM 265
BEM 400
BEM 401
BEM 405
BEM 501
BEM 502
BEM 503
BEM 518
BEM 546
BEM 703
BEM 704**